

CENTER FOR EARLY CHILDHOOD PROFESSIONAL DEVELOPMENT

UTILIZING SELF-ASSESSMENT FOR PROGRAM IMPROVEMENT TRAINING

FAST FACTS

To help child care programs and homes meet new *Reaching for the Stars* policy, the Center for Early Childhood Professional Development (CECPD) is providing the required Self-Assessment Training. Listed below are important facts to help clarify the new requirement regarding Self-Assessment Training and the new *Stars* policy.

■ **When should I attend a Self-Assessment Training?**

If your program or home is a One-Star or One-Star Plus:

Attendance at a training is required once the program or home determines that they are **ready to apply** for the *Two-Star*.

If your program or home is already a *Two-or Three-Star program:

Attendance at the training is required BEFORE your next scheduled ERS Assessment provided by CECPD (which is every two years from the date of the *Star* award). **It is recommended that to receive full benefit of the training, attend the training closer to the time that your program or home is scheduled to receive the ERS Assessment provided by CECPD.** It is the responsibility of the program or home to contact CECPD to schedule the ERS Assessment to meet the two (2) year requirement as stated in the *Stars* criteria.

*If your program has met Two-Star status by being nationally accredited, you are exempt from this training.

■ **Who should attend the Self-Assessment Training?**

Only one person, per site (or K8 number) is required to attend this one-time training.

■ **How should the designated person register for the Self-Assessment Training?**

Complete the registration form provided on a training flyer or provided on the CECPD website (www.cecpd.org). Enclose a \$20.00 **non-refundable** fee and mail the form to:

The University of Oklahoma
College of Continuing Education
Registration and Records
1700 Asp Avenue, Room B-1
Norman, Oklahoma 73072-6400

Registration can be done by phone if using your credit card. Call OU Registration and Records at (405) 325-2249 and have your credit card information available. If you would like to fax your information, put to the attention of Registration and Records and fax to (405) 325-7164. **LIMITED ENROLLMENT BASED ON SITE OCCUPANCY. DO NOT send registration information to CECPD.**

Registration closes every Thursday at Noon for the following week of scheduled training. Walk-ins accepted only if space is available. Registration payment by check required for walk-ins.

Self-Assessment Training Schedules will be posted regularly throughout the year on the CECPD website (www.cecpd.org) or by statewide mailings every three (3) months. Sites and locations chosen throughout the year for training are based on availability of a trainer, and location cost. Videoconference trainings will also be scheduled to meet the training requirement. **Registration information for the videoconference training options will come by mail only.**

■ **What should the designated person do to prepare for the training?**

Provided on the CECPD website (www.cecpcd.org) are the training overheads. You may wish to download this document and bring with you to the training. The Environment Rating Scale Self-Assessment Readiness Checklist necessary to complete the self-assessment process to meet *Stars* requirements will be available at the trainings. In addition, the ECERS-R or FDCRS scale book will be distributed at the trainings. If you are interested in purchasing the ITERS-R or SACERS books before the training takes place contact:

Teachers College Press 1-800-575-6566
Redleaf Press 1-800-423-8309
Kaplan 1-800-334-2014
Environments, Inc. 1-800-342-4453

■ **What are the resources to assist with the environment rating scales?**

ERS Help Sheets will be handed out at the Self-Assessment Training to assist providers in preparing for the ERS Assessment provided by CECPD. In addition, a large assortment of resources are available on the CECPD website (www.cecpcd.org).

■ **What happens after the designated representative attends the training?**

If your program or home is a One-Star or One-Star Plus program:

Using the Environment Rating Scale Self-Assessment Readiness Checklist provided at the trainings or downloaded from the CECPD website (www.cecpcd.org), perform the self-assessment on the program (depending on the ages served) or home environment. **Attach** a copy of the completed self-assessment checklist and training certificate to the *Two-Star* application. Keep the original checklist and training certificate in a safe place at your program or home. Attendance at another self-assessment training is NOT required.

If your program or home is a Two- or Three-Star program:

Using the Environment Rating Scale Self-Assessment Readiness Checklist provided at the trainings or downloaded from the CECPD website (www.cecpcd.org), perform the self-assessment on the program (depending on the ages served) or home environment. **Show** a copy of the completed self-assessment checklist and training certificate to your licensing worker during a child care facility visit. Keep the original checklist and training certificate in a safe place at your program or home. Attendance at another self-assessment training is NOT required.

For More Information:

Center for Early Childhood Professional Development
Attention: ERS Project
1801 N. Moore Avenue
Moore, Oklahoma 73160
www.cecpcd.org
Local (405) 799-6383
Statewide (888) 446-7608